



# Intellectual Property Office

## Form TM23 Notice to partially surrender a registration

### No fee

Use this form to give up your rights in **only some** of the goods and services.

**Note:** Once actioned we cannot reinstate those rights.

**Do not use** this form if you want to give up **all of your legal rights** in a trade mark registration, use form **TM22**. If you want to give up some of your rights and your trade mark is not registered, use form **TM21B**.

1. **Trade mark number**  
to be partially surrendered

**Class**

Enter lowest class number of goods &/or services

2. **Full name of recorded owner(s)**

3. **Goods or services to be surrendered**

**Note:** Make sure you list the goods or services you want to give up, not those you want to keep registered  
Use continuation sheet if necessary and attach

Class Number	List of goods and services being surrendered

<b>4. Other interested parties</b> Does anyone else have a registered interest in the trade mark?	Yes
	No ► Go to section 7

**5. Name(s) of interested parties**

List other parties with a registered interest and their details on a separate sheet if required

**Full name**

Of interested party

**Address**

	Postcode

**Email address**

If known

**Note:** You must tell all parties with a registered interest in your trade mark that you going to give up your rights at least 3 months before you send this form, or they should agree to the surrender.

**6. Declaration Interested parties**

You **must** place a tick in the applicable statement

<input type="checkbox"/>	I confirm that I have notified everyone listed as having a registered interest in this mark three months before sending this form. I declare that I have the authority to partially surrender this registration. ► Go to section 8
<input type="checkbox"/>	I confirm that everyone listed as having a registered interest in this mark consents to its partial surrender. I declare that I have the authority to partially surrender this registration. ► Go to section 8

**7. Declaration No other parties with a registered interest**

You must place a tick in the statement box if there are no other parties with a registered interest

<input type="checkbox"/>	I confirm that no-one else has a registered interest in this mark. I declare that I have the authority to partially surrender this registration
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**8. Signature**

This can be typed or handwritten.

**Note:** Must be owner or recorded representative

**Name**

(BLOCK CAPITALS)

**Date**

**9. Person making this request**

Full name

**Address**

**Note:** We will communicate with the party making this request

	Postcode

**Interest in the trade mark**

Tick one of the options

	Recorded Owner
	Recorded Representative for the Owner
	Other <i>(Please specify)</i>

**10. Other register changes**

If you are filing any other forms to change the register details of the trade mark(s) listed, enter details here. (If not enough space; use a continuation sheet and attach)

**Note:** to help us process a multiple request, please provide the same reference on all your forms in the "Your Reference" box on the last page of the forms.

Number of sheets attached to this form

Form No	Trade Mark No(s)

**11. Your reference**

Complete if you would like us to quote this in communications with you, otherwise leave blank

**Contact details**

Name, daytime telephone number of the person to contact in case of query

Class Number

List of goods and services being surrendered

# Before you send us your form

Make sure you have:

- Answered questions 1 – 11.
- Listed the goods and services you are surrendering at question 3.
- Provided a signature and date at question 8. This can be typed or handwritten.

**Email your completed PDF form to:  
forms@ipo.gov.uk**

If you cannot email us your form, you can print and post your form to:  
Intellectual Property Office, Concept House, Cardiff Road, Newport, South Wales, NP10 8QQ.

**Please note: It takes longer to process paper forms sent by post.**

**Data Privacy:** <https://www.gov.uk/government/publications/intellectual-property-office-privacy-notice-for-personal-data-processed-for-the-administration-of-ip-rights>